

## 2020 Renewal of a Barbershop License

The barbershop shall be in full compliance with 645—Chapter 21 and 645—Chapter 22 to be eligible for license renewal.

	<b>Step 1 - Please write clearly and legibly</b>
Barbershop License #	
Barbershop Name	
Barbershop address, you <b>must</b> provide the physical location.	
Barbershop City, State, Zip Code	
Owner E-mail address	
Owner's Primary Phone	

### **Step Two** - What is the renewal fee and when is it due?

The renewal fee, if received by June 30, is \$72. Check or money order must be payable to the Iowa Barbering Board. Renew early to avoid a late fee or lapse in licensure. The board office strongly suggests the application and fee be received on or before June 1.

### **When is the late fee due?**

- A \$60 late fee plus the \$72 renewal fee is required on all applications received in the grace period. "**Grace period**" means the 30-day period following expiration of a license when the license is still considered to be active; July 1 through July 30.
- Allow four weeks to process the paper renewal. Once approved, new licensure cards will be mailed to the primary owner.

### **Inactive Status**

- A barbershop who fails to renew the barbershop license by the end of the "**Grace period**" has an inactive license and shall not provide barber services until the license is reactivated.

### **Iowa Law and Administrative Rules**

- To view the current Iowa Law and Administrative Rules online, go to <http://idph.iowa.gov/Licensure/Iowa-Board-of-Barbering/Laws-and-Rules>

**Step Three** - The following five questions **must** be answered by the **owner(s) of the barbershop**. If you answer "Yes" to any question below, (1) attach a signed letter of explanation providing the details of the incident, (2) attach a copy of any court ordered evaluations, showing completion and recommendations, and (3) attach a copy of all official court documents regarding your conviction/malpractice suit, including final disposition and/or settlement. You must answer "Yes" even when a conviction or judgment has been deferred or expunged from your record. **Since the last barbershop license renewal have you/owner(s):**

Yes	No	Been convicted, found guilty of, or entered a plea of guilty or no contest to a felony or misdemeanor crime (other than minor traffic violations with fines under \$500)? If you have already reported this incident to the licensing board you do not need to report it again.
Yes	No	Had any judgments or settlements paid on your behalf as a result of a malpractice suit or claim filed against you? If you have already reported this incident to the licensing board you do not need to report it again.
Yes	No	Been investigated by a licensing, registration, or certification authority or organization? If the investigation or action was instituted by this licensing board you may answer "NO" to this question.
Yes	No	Been disciplined or sanctioned by any other licensing, registration, or certification authority or organization related to your professional practice? If this licensing board took the disciplinary action, you may answer "NO" to this question.
Yes	No	Been engaged in illegal or improper use of drugs or other chemical mood altering substances? (If you are currently a participant in the Impaired Practitioner Review Committee, you may answer "NO" to this question.)

*Continue on side two*

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### **Step Four** – Change in Ownership or Location:

Yes	No	Change in ownership? A barbershop license is not transferable. A change in ownership of a barbershop shall result in the cancellation of the existing license and necessitate application for a new license and payment of the fee.
Yes	No	Change in location? A barbershop license shall be issued for a specific location. A change in location or site of a barbershop shall result in the cancellation of the existing license and necessitate application for a new license and payment of the fee.

Upon discontinuance of a barbershop, the barbershop license certificate must be submitted to the board office within 30 days after the barbershop has closed.

### **Step Five** – Certificate/Attestation Statement

I certify that I have carefully read the questions on this application and have answered them completely and truthfully. I declare under penalty of perjury that my answers, and all other statements or information submitted by me in this application process, are true and correct. If it is determined at any time that I have provided misleading or false information on or in support of this application, I understand that my license may be subject to disciplinary action and criminal prosecution.

I also understand that this application is a public record in accordance with Iowa Code chapter 22 and that application information is public information, subject to the exceptions contained in Iowa law. In submitting this application, I consent to any reasonable inquiry that may be necessary to verify the information I have provided on, or in conjunction with, this application.

I attest that I do not have a medical condition which impairs or limits my ability to practice my profession with reasonable skill and safety and understand that I must notify the Board should such a condition arise which impairs or limits my ability to practice my profession with reasonable skill and safety.

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Signature(s) of barbershop owner(s), please print name clearly

Date